

MEMORANDUM OF UNDERSTANDING  
BETWEEN THE  
GREAT LAKES INTER-TRIBAL COUNCIL  
AND THE  
DIVISION OF VOCATIONAL REHABILITATION

**Memorandum of Understanding Between The Great Lakes Inter-Tribal Council  
And The Division of Vocational Rehabilitation**

This Memorandum of Understanding (MOU) is entered into by and between the Great Lakes Inter-Tribal Council (GLITC), acting as contract agent for the Section 121 Vocational Rehabilitation projects in the State of Wisconsin, and the Division of Vocational Rehabilitation (DVR). This MOU will continue to assist GLITC and member tribes in providing vocational rehabilitation services to Native Americans with disabilities in Wisconsin.

The parties enter into this MOU in recognition that on-going cooperation between GLITC and DVR will continue to help GLITC to expand and support its Section 121 Programs throughout the State of Wisconsin. The DVR will continue to provide necessary technical services to GLITC to help support its efforts to serve eligible individuals on or near the reservations, including services to Native Americans living in urban areas of the State; e.g., Milwaukee, Madison, Black River Falls.

This agreement describes the joint venture between GLITC and DVR for the period of **July 1, 2005 through June 30, 2006** for the use of **\$500,000** in "Native American Gaming Initiative" funds (NAGI) and respective Section 110 federal match allocated to DVR. This agreement will be renewed annually for a twelve (12) month contract by mutual agreement, contingent upon funding availability and achievement of outcome and reporting objectives.

**PURPOSE OF AGREEMENT**

The objective of this MOU is for DVR to work cooperatively with GLITC in its efforts to provide vocational rehabilitation services to eligible Native Americans with disabilities. A major focus will be for DVR to provide technical assistance to GLITC in expanding its Section 121 Programs by adding additional staff, so all tribal reservations are covered by a vocational rehabilitation counselor(s). Additionally, GLITC will provide staff to DVR's office(s) to serve Native Americans with disabilities in Wisconsin.

The DVR will assist GLITC by providing technical consultation to the GLITC Vocational Rehabilitation Program. DVR will provide consultation and case management training to newly hired staff. The DVR will serve as mentor and trainer for staff hired by GLITC. Additionally, DVR will work closely with GLITC in providing technical assistance related to rehabilitation technology, Windmill training, ongoing support, job coaching, benefits counseling, and other needed support and specialized training which can benefit GLITC's Section 121 Program. These include support to GLITC's administrative and support staff.

The anticipated outcomes will be a fully funded program, which will allow GLITC to add staff to the Section 121-grant program and expand services in the urban areas of Wisconsin. This cooperative relationship will assist both GLITC and DVR to increase employment outcomes for individuals with disabilities. Specifically, employment outcomes in Milwaukee and Madison should show a significant increase.

A total of **\$350,000** will be provided under this contract from the NAGI funds to GLITC to accomplish staffing, equipment, travel, supplies and services, and other support services. The GLITC will fund 100% two full-time positions. GLITC staff will be co-located within DVR to assist with diversity recruitment to provide outreach and serve individuals with disabilities in the Native American community.

Additional dollars (**\$150,000**) from DVR will ensure that the necessary infrastructure is in place to achieve employment outcomes consistent with the mission, values and strategic priorities of GLITC and DVR. Support services and other fiscal activities are attached.

The contract will not exceed a total of **\$500,000** of combined funds from DVR.

### **JOINT GLITC/DVR RESPONSIBILITIES**

1. Expand outreach.
2. Increase Vocational Rehabilitation services to Native Americans.
3. Increase number of tribal counselors on reservations, from the current four (4) positions authorized under the Section 121 Programs.
4. Target services to Native Americans not living on or near reservations.
5. Enhance training programs.
6. Expand evaluation services and equipment.
7. Improve automation and computer/technology support.
8. Increase counseling "tools" for Vocational Rehabilitation Counselor.
9. Increase knowledge and use of rehabilitation technology.
10. Collaborate and coordinate training for staff. If needed, jointly plan and implement training and staff development activities. The GLITC and DVR will share copies of its program materials with each other, which would be helpful in training staff regarding the implementation of the MOU.
11. Hold quarterly meetings to share information, review program progress and fiscal information, and develop plans regarding collaborative program efforts.
12. As appropriate and when funds are available, attend meetings, conferences, and training sessions which benefit each program's effectiveness in meeting the needs of staff and consumers of GLITC and DVR.

### **TARGET PERFORMANCE GUIDELINES**

1. A stronger partnership and collaboration between DVR and the tribes.
2. Counselors with knowledge of cultural needs, wants, and differences.
3. Reduced number of Native Americans with disabilities declining services.
4. Increase the number of Native Americans successfully completing their Individualized Plans for Employment (IPE).
5. Increase the number of eligible Native Americans with disabilities identified and served.
6. Higher incidence of employment for Native American consumers.
7. An expanded pool of qualified workers.
8. Lower unemployment over time.
9. Greater access to base services, including natural medicine and health services.
10. Increased trust and understanding.

### **PROJECT FUNDING**

Upon the signature of both parties GLITC will invoice DVR quarterly for actual and allowed expenditures up to the **\$500,000** contract amount. Invoices will include 100% of expenditure activity for the quarter. Invoices are to include a detailed description of the specific expenditures. The invoices are to be submitted electronically as an attachment of an e-mail message to Janis

Lugo, DVR Procurement and Contract Officer at [janiscaruso.lugo@dwd.state.wi.us](mailto:janiscaruso.lugo@dwd.state.wi.us) with a copy to Manuel Lugo, Acting Deputy Administrator and Director of the Bureau of Consumer Services at [manuel.lugo@dwd.state.wi.us](mailto:manuel.lugo@dwd.state.wi.us) within 30 days of the end of the quarter.

Funds encumbered before June 30, 2006 are to be liquidated and a final expenditure report submitted to DVR within 45 days of the contract end date. Funds unencumbered by June 30 or unliquidated before the final expenditure report is due shall be returned to DVR via check with the final report. The GLITC will also provide DVR with an annual audit, in accordance with federal audit requirements under OMB A-128, showing actual expenditures under the terms of the agreement.

### **PROGRAM REPORTING**

The GLITC will provide DVR with a quarterly program report detailing the progress of the program for the contract year. This program report shall include total number of referrals and employment outcomes. The GLITC is to provide the annual program report to DVR within 30 days after the close of the quarter. Quarter and annual program reports are to be submitted electronically as an attachment of an e-mail message to Manuel Lugo, Acting Deputy Administrator and Director of the Bureau of Consumer Services at [manuel.lugo@dwd.state.wi.us](mailto:manuel.lugo@dwd.state.wi.us) within 30 days of the end of the quarter.

### **SUSPENSION OR TERMINATION**

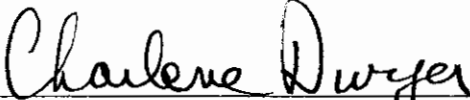
This agreement may be suspended or terminated if funds are not available.

### **AMENDMENT OF THIS AGREEMENT**


All or part of this agreement may be amended at any time by written amendment signed by the Administrator of DVR and the Administrator of GLITC's Section 121 Program. It is acknowledged this agreement is subject to change, if either applicable state or federal laws change. Upon the giving of the required notice, DVR and GLITC agree to negotiate as to the effect the particular federal or state law change will have on the future implementation and continuation of this agreement.

Each party agrees to give the other party written notice within thirty (30) days after becoming aware of any state or federal law changes which may impact upon the performance of either party under this agreement.

As agreed to by the Administrator of the Wisconsin Department of Workforce Development, Division of Vocational Rehabilitation (DWD-DVR), and the Director of Great Lakes Inter-Tribal Council-Section 121 Program.

  
Charlene Dwyer, Administrator DWD-DVR

7/5/05  
Date

  
Michael W. Allen, Executive Director, GLITC

7/8/05  
Date

FY2005 NAGI BUDGET

|  |           |
|--|-----------|
| Counselors and Administrative Staff      | \$128,000 |
| MIS Director                             | \$25,000  |
| Milwaukee Counselors - (2)               | \$54,080  |
| Dane County Counselor                    | \$0       |
| Douglas County Counselor                 | \$0       |
| Sub-Total: Salaries                      | \$207,080 |
| Fringe Benefits                          | \$55,912  |
| Total: Salaries and Fringe Benefits      | \$262,992 |
| Indirect Costs-26.80% of Salary & Fringe | \$70,482  |
| Travel For Staff                         | \$50,000  |
| Training                                 | \$20,000  |
| Infrastructure Technology                | \$20,000  |
| Supplies                                 | \$9,973   |
| Equipment Lease                          | \$4,554   |
| Oneida Tribe                             | \$31,000  |
| Lac Courte Oreilles Tribe                | \$31,000  |
| Total Budget:                            | \$500,000 |

**Budget Justification:**

Salaries consist of three counselors, Program Assistant, Fiscal Officer, MIS Director, and two Milwaukee counselors.

Fringe Benefits are based on an average of 27% of Salaries, which includes FICA, Medicare,

Unemployment Insurance, Life Insurance, and 75% of Medical and Dental Insurance.

Indirect costs are based on OIG approved rate of 26.80% of salaries and fringe.

Travel For Staff includes counselor and staff travel, including local and long distance.

Training consists of local seminars and attendance of the CANAR Conference for all staff, and select State staff.

Infrastructure Technology includes the upgrade and purchase of additional software for Data Base.

Supplies include office supplies for counselors and administrative staff.

Equipment Lease includes the purchase and/or upgrade of computers and printers, office furniture and fixtures, as required.

Oneida and Lac Courte Oreilles Tribes include the collaboration and assistance to their existing funding.

**CERTIFICATION REGARDING  
DEBARMENT, SUSPENSION, AND  
OTHER RESPONSIBILITY MATTERS**

As required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR Part 85, for prospective participants in primary covered transactions, as defined 34 CFR Part 85, Sections 85.105 and 85.110-

**(Before Completing Certification, Read Attached Instructions  
Which are An Integral Part Of The Certification)**

1. The applicant certifies that it and its principals:
  - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - (b) Have not within a three-year period preceding this application been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
  - (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and
2. Where the applicant is unable to certify to any of the statements in this certification he or she shall attach an explanation to this application.

  
Signature - Provider Authorized Representative

7/8/05  
Date

Michael W. Allen Sr., Executive Director  
Printed Name And Title Of Authorized Representative

Great Lakes Inter-Tribal Council, Inc.  
Provider Name

## INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms *covered transaction*, *debarred*, *suspended*, *ineligible*, *lower tier covered transaction*, *participant*, *person*, *primary covered transaction*, *principal*, *proposal*, and *voluntarily excluded*, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.



**CERTIFICATION REGARDING LOBBYING**  
**As Defined In 34 CFR Part 82**

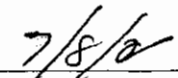
Certification for Agreements, Contracts, Grants, and Loans

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of congress, an officer or employee of Congress, or an employee of a Member of congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, US Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

  
Signature – Provider Authorized Representative

  
Date

Michael W. Allen Sr., Executive Director  
Printed Name And Title Of Authorized Representative

Great Lakes Inter-Tribal Council, Inc.  
Provider Name

# DISCLOSURE OF LOBBYING ACTIVITIES FORM

GREAT LAKES INTER-TRIBAL COUNCIL, INC. DOES NOT PERFORM ANY  
TYPE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352  
(See reverse for public burden disclosure.)

Approved by OMB

0348-0046

(Reproduced by DWD/DWSBDS)

|   |  |  |   |  |  |
|---|--|--|---|--|--|
| <b>1. Type of Federal Action:</b><br>a. contract<br>b. grant<br>c. cooperative agreement<br>d. loan<br>e. loan guarantee<br>f. loan insurance   |  | <b>2. Status of Federal Action:</b><br>a. bid/offer/application<br>b. initial award<br>c. post award |   | <b>3. Report Type:</b><br>a. initial filing<br>b. material change<br><br><b>For Material Change Only:</b><br>Year _____ quarter _____<br>Date of last report _____ |  |
| <b>4. Name and Address of Reporting Entity:</b><br>Prime _____ Subawardee _____<br>Tier _____, if known:<br>Congressional District, if known: _____   |  |  | <b>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</b><br>Congressional District, if known: _____                                     |  |  |
| <b>6. Federal Department/Agency:</b>  |  |  | <b>7. Federal Program Name/Description:</b><br>CFDA Number, if applicable: _____  |  |  |
| <b>8. Federal Action Number, if known:</b>  |  |  | <b>9. Award Amount, if known:</b><br>\$ _____   |  |  |
| <b>10. a. Name and Address of Lobbying Entity</b><br>(if individual, last name, first name, MI):  |  |  | <b>10. b. Individuals Performing Services</b> (including address if different from No. 10a) (last name, first name, MI):  |  |  |
| <b>11. Amount of Payment</b> (check all that apply):<br>\$ _____ actual _____ planned _____   |  |  | <b>13. Type of Payment</b> (check all that apply):<br>a. retainer<br>b. one-time fee<br>c. commission<br>d. contingent fee<br>e. deferred<br>f. other; specify: _____ |  |  |
| <b>12. Form of Payment</b> (check all that apply):<br>a. cash<br>b. in-kind; specify: nature _____ value _____  |  |  |   |  |  |
| <b>14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or Member(s) contacted, for Payment indicated in Item 11:</b>  |  |  |   |  |  |
| <b>15. Continuation Sheet(s) SF-LLL-A attached:</b> Yes _____ No _____  |  |  |   |  |  |
| <b>16. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</b> |  |  | <b>Signature:</b> _____<br><b>Print Name:</b> _____<br><b>Title:</b> _____<br><b>Tele. No.:</b> _____ <b>Date:</b> _____  |  |  |

DISCLOSURE OF LOBBYING ACTIVITIES  
CONTINUATION SHEET

0348-0046  
(cont.)

Reporting Entity: \_\_\_\_\_ Page \_\_\_\_\_ of \_\_\_\_\_

## INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limit to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks (Subawardee), then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10.
  - (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.
  - (b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonable expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
15. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached.
16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), cWashington, D.C. 20503.

**CERTIFICATION REGARDING  
DRUG-FREE WORKPLACE REQUIREMENTS (GRANTS)  
As Defined In 34 CFR Part 85**

**Grantees Other Than Individuals**

- A. The grantee certifies that it will or will continue to provide a drug-free workplace by:
- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
  - (b) Establishing an ongoing drug-free awareness program to inform employees about-
    - (1) The dangers of drug abuse in the workplace;
    - (2) The grantee's policy of maintaining a drug-free workplace;
    - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
    - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
  - (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
  - (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will-
    - (1) Abide by the terms of the statement; and
    - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
  - (e) Notifying the agency in writing, within ten calendar days after receiving notice under paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
  - (f) Taking one of the following actions, within 30 calendar days of receiving notice under paragraph (d)(2), with respect to any employee who is so convicted-
    - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
    - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
  - (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code):

Great Lakes Inter-Tribal Council, Inc.

2932 Hwy 47 North - P.O. Box 9

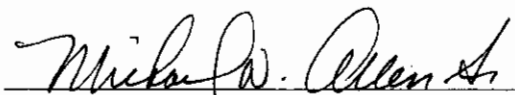
Lac du Flambeau, WI 54538

Check if there are workplaces on file that are not identified here.

RECEIVED  
2005 JUL 15 PM 12:32  
DIV OF  
VOCATIONAL REHABILITATION

**Grantees Who Are Individuals**

- (a) The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant;
- (b) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to every grant officer or other designee, unless the Federal agency designates a central point for the receipt of such notices. When notice is made to such a central point, it shall include the identification number(s) of each affected grant.



Signature - Provider Authorized Representative

7/8/05

Date

Michael W. Allen Sr., Executive Director  
Printed Name And Title Of Authorized Representative

Great Lakes Inter-Tribal Council, Inc.  
Provider Name